

# UNC Charlotte Academic Policy: Declaring Undergraduate Majors and Minors

## I. Introduction

Students must complete the requirements for an academic major in order to graduate from the University. Students must, therefore, enroll in a program leading to a baccalaureate degree, and, in some cases, they may choose an area of academic concentration within that degree.

## II. Policy Statement

### DECLARATION OF A MAJOR(S)

Students must complete the requirements for an academic major in order to graduate from the University. Students must, therefore, enroll in a program leading to a baccalaureate degree, and, in some cases, they may choose an area of academic concentration within that degree. In order to be admitted to a degree program a student must meet all requirements for acceptance into that major and submit an approved "Change of Major/Minor" form to the Office of the Registrar. Students may declare multiple majors presuming they meet the requirements for each degree. Students pursuing multiple majors are encouraged to meet with advisors in each department to ensure they are fulfilling degree requirements.

The choice of a major appropriate for a student's interests, aptitudes, and career goals is a crucial decision during a student's academic career. Undergraduate students may declare a major field of study or pre-professional program upon their enrollment at UNC Charlotte as freshmen or transfer students, or they may enroll in the University as undeclared students in University College. Undeclared students should work closely with their advisor in the University Advising Center to identify and prepare for their chosen field of study, and for that reason, advising is required for all undeclared (UCOL) students each semester. All students should declare and be accepted into a major or a pre-professional program by the time they have earned 60 semester hours of credit; transfer students entering with more than 60 credit hours should make that declaration upon enrollment or during their first semester of attendance. A delay in selecting a major and/or multiple changes of major often prevents graduation in a timely fashion.

### DECLARATION OF A MINOR(S)

Students who are working on a bachelor's degree at UNC Charlotte have the option to enroll in a program leading to a minor (or minors) provided: (1) the minor field is different from the major field; (2) the student meets the requirements for acceptance into the minor program; and (3) the appropriate application for admission or the "Change of Major/Minor" form is approved and filed at the Office of the Registrar.

### CHANGE OF DEGREE OR MAJOR PROGRAM

An undergraduate student may change the degree program, major, area of academic concentration, or minor in which he/she is enrolled and may enroll in a new program of study provided that space is available and that he/she meets the prerequisites for admission to the new

program. Any change of program requires written approval via a "Change of Major/Minor" form to be filed at the Office of the Registrar. As noted above, changes in major, particularly those made after a student has earned 60 credit hours, may delay graduation.

### **SECOND BACCALAUREATE DEGREE OR MAJOR**

Students who have earned bachelor's degrees from UNC Charlotte or other accredited institutions may apply to a program leading to a second baccalaureate degree or major provided the major field selected is different from that of the first degree or the degree sought is different from the first granted by UNC Charlotte. In addition, the appropriate application for admission must be filed and approved.

Students seeking a second baccalaureate degree or major must: (1) satisfy residency requirement (refer to Residence section of Baccalaureate Degree Requirements) if their first degree was not earned at UNC Charlotte; (2) achieve a minimum grade point average of 2.0 on all work attempted toward the second degree; and (3) satisfy all department and college requirements for the degree sought. Students who hold a baccalaureate degree from an accredited institution will not be required to satisfy the UNC Charlotte General Education Requirements for a second degree. Students will be issued a transfer credit report and will have their credit from their first degree evaluated. Students who are completing a second baccalaureate degree or major within the same degree (e.g., B.A., B.S.) are not awarded another diploma provided the first degree was earned at UNC Charlotte.

### **BACCALAUREATE MINOR**

Students who have earned a bachelor's degree from UNC Charlotte may enroll in a program of study leading to a minor provided: (1) the ~~second~~ minor field selected is different from any prior major or minor; (2) the student meets the requirements for acceptance into the ~~second~~ minor program; and (3) the appropriate application for admission or a "Change of Major/Minor" form is approved and filed at the Office of the Registrar. Students who are completing a ~~second~~ baccalaureate minor at UNC Charlotte are not awarded another diploma.